

Library Director Position
L.E. Phillips Memorial Public Library
City of Eau Claire

The Library Board is seeking an individual qualified to lead the L.E. Phillips Memorial Public Library (the 2019 Wisconsin Library Association Library of the Year) through the conclusion of a significant renovation and expansion of its facilities and into on an expanded role and prominence in our community. The [City of Eau Claire](#), a university community of 70,000 people, is in a metropolitan statistical area of 161,000, and is 90 miles east of the Minneapolis/St. Paul metropolitan area. The Library is currently undergoing a \$18.5 million renovation and expansion project (scheduled for completion in fall 2022) supported by public and private contributions.

We seek a leader with both a vision and passion for libraries and their role in our society, and a strong operational, financial, and fundraising background and capability. The Director and the Board of Trustees are responsible for developing and directing library policy and programming. In this capacity, the Director is responsible for overall direction, organization, and coordination of actions of all units within the public library. The Library currently has a staff of 48 FTE; the Director has direct supervisory responsibility for two deputy directors.

Minimum starting salary is \$109,000 depending on qualifications. The Library provides an excellent fringe benefit package.

Requirements

- Master's degree in Library Science from an ALA accredited library school and eligible for Grade 1 Wisconsin Public Library Certification
- A minimum of 5 years of previous library administrative and leadership experience
- Demonstrated leadership in managing library functions such as finance, human resources, communication, and strategic planning
- Demonstrated ability to work collaboratively with civic, cultural, educational, and business communities
- Exhibited understanding of public policy and political processes
- Proven ability to work effectively with constituents including community members, board trustees, and local and state public officials
- Demonstrated commitment to equity, diversity, and inclusivity in policy making and management
- Outstanding communication and advocacy skills

Preferred Qualifications

- Documented ability to engage with the community to anticipate and serve evolving community needs
- Demonstrated ability to form partnerships and work effectively within the state and regional library community
- Documented experience in community assessment, data analysis, and strategic thinking and planning
- Proven ability to manage multiple high-profile projects and make effective decisions regarding competing priorities

- Demonstrated ability to function as a partner on an executive team at city and county governmental levels and to advocate for resources necessary to meet increased community needs
- Documented ability to communicate diplomatically with the community and library stakeholders

Open until filled, first review of applications will begin on January 18, 2022. The application and related information is available online at the City of Eau Claire website: www.eauclairewi.gov/jobs. For more information about the position, please visit our website (www.ecpubliclibrary.info/director). If you have any questions about the application process, please contact the City of Eau Claire Human Resources Department at 715-839-4921. Equal Opportunity Employer.